

Recreation Advisory Board

Wednesday, January 12, 2011, 7:00pm

Pip Moyer Recreation Center Conference Room

Meeting Minutes

I. ROLL CALL

Members Present:

Taney Hamill, **Chair**
Abigail Fowlkes
Bumper Moyer

Ray Lowman
Ginger Rankin
Regan Weaver

Craig Harrison
Michael Hughes

Members Absent:

Dawn Moyer, **Vice Chair**

Chris Aist

Frank Montgomery

Staff Present:

LeeAnn Plumer

Tami Hook, Recorder

Guest:

Patty Templeton

Ms. Hamill called the meeting to order at 7:02pm at the Pip Moyer Recreation Center.

II. November 10, 2010 Meeting Minutes

Ms. Fowlkes moved approval of the November 10, 2010 meeting minutes as submitted.

Mr. Hughes seconded the motion. The motion passed unanimously in a vote of 7-0. (Weaver not present for voting)

III. Director's Report

1. PMRC/Monthly Memo

Ms. Plumer went over the contents of the Department's Manager Monthly Memo. To date, the Department has brought in \$663,000 for the first six months of the fiscal year. The January Open House was successful. There were 95 new memberships sold and 83 were sold between 11:00am – 1:00pm. The Department realized approximately \$32,000 in revenue as result of the Open House. She noted from January 1 to date the Department has received \$94,000 in revenues in comparison to the \$78,000 at this time last year. She noted that 227 punch cards have been sold as result of The Capital newspaper \$65.00 punch card promotion and there are a significant number of people using these punch cards. The Department expenditures are \$649,000 from July 2010 to January 4, 2011 and the revenues are \$717,000. The Department has met 48% of its revenue goals despite the latchkey revenues are down. The overall Department revenue goal is \$1.9M and the Department has brought in \$989,000 so are ahead of the goals.

V. Old Business

1. 2009 and 2011 Annual Report

Ms. Hamill and Ms. Aist will meet to prepare the Annual Report and will combine 2009 and 2010.

2. Board Position Elections – Bylaws Review

Ms. Plumer noted that the Board's bylaws were updated in 2009. Due to lack of a quorum, the

voting on the Board position elections was tabled to the February 9, 2011 meeting.

3. Board Thank You's for Retired Employees

Ms. Hamill will prepare the "Thank You" letters to the Retired Employees.

VI. New Business

1. Review of Open House

Ms. Plumer provided a copy of the Open House surveys from Ms. Aist and the Department Marketing person via email. The Board agreed to review the surveys and come prepared to discuss at the February meeting. Mr. Hughes thought the Open House was a valuable experience and the comments received were great. He kept hearing about the potential of combining the pool and the recreation center memberships as well as expanding the weekend hours. Ms. Weaver heard requests that Saturday daycare hours need to be reinstated.

Ms. Hamill suggested that Ms. Plumer consider the internal traffic to get to the various locations to avoid lines. Also, had concerns raised by existing customers who would like an incentive or discount. Ms. Rankin was asked whether the punch card could be provided for family use versus individual use. Ms. Aist suggested providing tours.

2. Triathlon Race

Ms. Plumer noted that Ms. Jenelle Murph, Special Events Coordination, was scheduled to speak regarding this agenda item but was called away to a legislative session. She clarified that Tri Roc Annapolis (Commercial for profit organization) approached Ms. Murph regarding hosting an adult triathlon in the City. The Mayor would like to spread the word through the Boards and Commissions so Ms. Murph has been asked to present this to all the Boards and Commissions for comment. The Mayor would like feedback from the Board and the community regarding its concerns with the City hosting another triathlon. There were some concerns regarding the length of the triathlon and date. Tri Roc has scheduled the triathlon for May 14, 2011, 7:00am to 11:00am.

Ms. Hamill moved that the Board will remain neutral unless there is a donation toward the Recreation and Parks Department initiatives for example in the form of a surcharge of a \$1.00 or \$2.00 for each participant to be used toward memberships for underprivileged or disabled children. Mr. Moyer seconded the motion. The motion passed unanimously in a vote of 7-0. (Weaver not present for voting). It was also suggested that the Department be provided a table at the event.

Mr. Harrison discussed the ½ Mile Marathon event hosted by Second Wind Productions. He agreed to keep the Board informed.

VII. Play Sub-Committee

Review Progress – Chambers Park Playground

The Department received a grant to install the playground at Chambers Park. The playground equipment that was removed from Truxtun Park is being housed in storage and will be reinstalled in a different location once it has been determined.

VII. Event Horizon – Winter 2011

Open House – Sunday, January 9, 2011 – 11:00am – 1:00pm

Summer Camp Registration – Mid February – Many of the Splash and Kids Camp were full. However, the Truxtun Park Day Camp had openings.
Indoor Biathlon – March 20, 2011- This will be 10 miles on Bike and 10 miles on Track
GreenScape – April 16, 2011 – The first organizational meeting is scheduled for February 9, 2011. Former Mayor Moyer will be the Honorary Chair. Because it is the 20th year of GreenScape there will be small event and this year's focus will be Urban Agriculture.

IX. Other Business Presented by the Board

1. Miscellaneous

The Board requested that the Department's marketing person attend the February meeting to share her marketing plan.

Ms. Templeton said the door alarms are not being turned on. She also suggested a large net to avoid a window break. Ms. Plumer responded that there are some remaining furniture and fixtures items that need to be processed but due to funding remain on hold. In response to a question raised regarding the concession vendor, Ms. Plumer noted that the Department is still soliciting a vendor for the concession stand but would like them to be located in a mobile stand within the building instead of downstairs in the gymnasium.

X. Adjournment

Mr. Moyer moved to adjourn the meeting at 8:15pm. Ms. Rankin seconded the motion. The next meeting is scheduled for February 9, 2011 at the Pip Moyer Recreation Center conference room.

Tami Hook, Recorder